

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1186

TITLE: DIRECTOR, SOLID WASTE DISPOSAL AND RESOURCE RECOVERY

GRADE: S-35

DEFINITION:

Under direction of the Director and Assistant Director of the Public Works Department, plans, coordinates and directs the activities of a division responsible for implementing the County's solid waste disposal and energy resource recovery programs; and performs related work as required.

ILLUSTRATIVE DUTIES:

Plans, organizes and directs the County's solid waste and energy resource recovery programs;
Coordinates general fund activities for the citizen's disposal program;
Plans, organizes and implements effective solid waste management and operation programs;
Develops new programs and operating procedures;
Prepares reports and recommendations for improvement and cost effective alternatives regarding solid waste;
Develops policies, rules and regulations for solid waste disposal activities;
Directs management of disposal facilities including site improvement and development;
Oversees budget preparation, purchasing functions and financial management of the agency;
Provides staff support to the County Executive and Director, Department of Public Works on the I-95 Refuse Disposal/Energy Resource Recovery Facility;
Enforces ordinances which pertain to the regulation of private refuse collection firms operating in Fairfax County.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the practices and theory of civil engineering;
Knowledge of solid waste disposal and resource recovery programs and techniques;
Comprehensive knowledge of, and the ability to enforce County, State and Federal regulatory standards;
Knowledge of the County's budgetary process including its financial and purchasing systems;
Ability to plan and coordinate the work of professional and sub-professional staff;
Ability to prepare clear and concise reports;
Ability to communicate clearly and concisely, both orally and in writing;
Ability to develop and maintain effective working relationships with the public, County officials, contractors and regulatory agencies.

CLASS CODE: 1186

TITLE: DIRECTOR, SOLID WASTE DISPOSAL AND RESOURCE RECOVERY

GRADE: S-35

Page 2

EMPLOYMENT STANDARDS:

Any combination of education, experience and training equivalent to graduation from an accredited four-year college or university with a degree in engineering and five years of progressively responsible engineering experience, two of which involved solid waste management.

REFORMATTED/REVISED: December 3, 2007

REGRADED: July 1, 2007

ESTABLISHED: March 26, 1990